# BY-LAWS

## Purpose of the By-Laws

The by-laws that follow are hereby set down to provide the specific means by which the intents of the Constitution may be accomplished.

## ARTICLE I – MEMBERSHIP

Section 1. Reception of Members

A. Any person desiring membership in this church shall make know his or her desire by coming before the church at any regular worship service in one of the following ways:

1. By Profession of Faith. Any person confessing a personal faith in the Lord Jesus Christ, giving evidence of a regenerate heart, and adopting the covenant and the views of faith and practice held by this church, may upon immersion by Scriptural Baptism be received into the fellowship and membership of the church. Scriptural Baptism as used herein is defined as:

   (a) Baptism where the candidate has been saved by the blood of Christ and who has been born spiritually. (Ephesians 2:8-9; John 3:1-13)

   (b) Baptism by Immersion (Matthew 3:13-17; Acts 2:38, 41)

   (c) Baptism with the understanding that baptism does not complete or have part in salvation; but is the first step in obedience and identifies the person with the Body of Christ (the church). (Ephesians 2:8-9; Romans 6:36; Matthew 3:15; and Acts 3:41)

   (d) Baptism by an elected instrument (person) of the church. (Matthew 28:19-20; Acts 3:41)

2. By Letter. A member from another church of like faith and order having had scriptural baptism may be received into this church membership by a letter of recommendation and dismissal from his or her church.

3. By Statement. A person who has been a member of a church of like faith and order, but who cannot obtain a

church letter due to peculiar circumstances may be received into membership at this church upon giving a satisfactory statement of former church relationship, of his Christian experience, and Scriptural Baptism.

B. All candidates for church membership shall be questioned concerning their spiritual relationship to Christ and to their understanding of and intention toward the faith and practice of this church. The Pastor or moderator shall conduct this counseling before the candidate is presented to the church.

C. Each candidate for membership in this church shall be presented to the church by the Pastor or, in the Pastor's absence, by the Chairman of the Deacons with the recommendation as to membership. The church shall at that time vote on the reception or rejection of each candidate.

Section 2. Duties

It is the duty of each member to be faithful in all the duties essential to the Christian Life, to faithfully attend the services, to give regularly to its support, and to share in the organized work of the church.

Section 3. Rights to Vote

Any active member present may act and vote in the transactions of this church, except in the selection of pastor, full-time staff members, or deacons, in which case the member must be thirteen (13) years of age or older to vote.

Section 4. Discipline

A. Should any unhappy differences arise between members, the aggrieved member shall follow, in a tender spirit, the rules given by our Lord in Matthew 18.

B. Should any case of gross breach of covenant, or of public scandal occur, the Deacons shall endeavor to remove the offense, and if such effort fail, shall report the case to the church.

C. If the church votes to entertain a complaint, which must be in writing, it shall appoint a reasonable time and place of hearing and notify the person in question thereof, furnishing him or her with a copy of the charges.

D. At such hearing the accused member may call to his or her aid any member of the church as counsel. If he or she is not present at the

appointed time without having given satisfactory reason for the absence, the church may proceed in his or her absence.

E. All such proceedings shall be pervaded by a spirit of Christian kindness and forbearance, but should an adverse decision be reached, the church may proceed to admonish or declare the offender to be no longer in the membership of this church.

F. In case of grave difficulty, the church will be ready, of requested, to ask the advice of an acceptable council from the associational leadership or a sister church's leadership.

Section 5. Termination

A. Upon the request from another church of like faith and order for a transfer of membership letter for a member of this church who is in good standing, a letter of transfer will be granted by a vote of this church and the transferred member will be terminated from this church membership. A church letter of membership will not be granted to an individual.

B. Membership shall be terminated by vote of the church when a member unites with a church of another denomination. No letter of dismissal is issued in such cases.

C. Should a member become an offense to the church and its good name by reason of immoral or un-Christian conduct or by persistent breach of his or her covenant vows, the church may terminate his or her membership, by majority vote of the church, after due notice and hearing and faithful efforts have been made, but failed, to bring such member to repentance. This member shall be notified of his or her membership termination by mail.

D. The church, after due notice and kindly effort to make such action necessary, may terminate by the majority vote of the church the membership of such persons who have not attended or supported the services of this church for a period of twenty-four months without a good reason.

1. The deacons of the church shall constitute a standing committee to exercise benevolent oversight over the membership of the church.

2. In the event that any person having been terminated from this church membership in this manner should unite with another church of like faith and order on promise of a letter of transfer and recommendation from this church, only a

statement will be granted by the vote of the church clearly stating the facts of their termination according to the by-laws of this church.

Section 6. Restoration

Any person whose membership has been terminated, may be restored by vote of the church. If the removal was for offense, he or she may be restored upon evidence of his repentance and reformation; or if the removal was on account of continual absence or non-support, he or she may be restored upon satisfactory explanation.

## ARTICLE II – OFFICERS

Section 1. Corporate Officers

The Corporate officers, as registered with the state of Missouri, shall be established and determined as follows:

A. President – Chairman of the Trustees

B. Vice President – Vice Chairman of Trustees

C. Secretary – Secretary of Treasurer

D. Treasurer – Church Treasurer

Section 2. General

All General Officers shall be nominated by the Nominating Committee during the third quarter of the calendar year in which their office is to be filled and shall be approved by church vote.

A. Church Clerk – The duties of the Church Clerk are:

1. Records – It shall be the duty of the clerk to record and maintain a permanent record of all church proceedings. The clerk shall have charge of all church records and papers of a permanent nature. All minutes and paper shall be open for viewing at members' request.

2. Annual Associational Letter – The clerk shall prepare the letter and present it to the church for approval each year along with any other statistical data as may seem advisable. The contents of the letter and any other data presented shall become part of the record after. The letter shall be presented at the August Business Meeting.

3. Letters Concerning Membership – The clerk shall be responsible for receiving and sending all letters concerning membership. The same shall be presented to the church for action when membership status is affected.

4. Other Duties – The Clerk shall be familiar with the Constitution and by-laws and shall call the moderator's attention to any church action under consideration which is

contrary to the Constitution, by-laws, or other previous church action.

B. Treasurer (also Treasurer of the Corporation)

The Treasurer's Duties are:

1. The Treasurer shall be responsible for the receipt and deposit of all funds contributed through the church and its organizations. The Treasurer shall disburse the funds according to the church budget and as instructed by other church action. The Treasurer will be advised by the Finance Committee concerning the timely payments of items of the church budget. All payments shall be made by check. The Assistant Treasurer shall perform the duties of the Treasurer in the event of the absence or disability of the Treasurer.

2. The Treasurer shall prepare monthly and annual financial statements to the church membership for approval. The financial records of the church shall be available for audit at the end of each fiscal year or whenever called for by the church.

3. The Treasurer-Elect shall serve with the Finance Committee from May to September in preparation of the next budget and shall serve in the full capacity of Treasurer from September first (1st) to August thirty-first (31st).

C. Trustees

1. Number. The Trustees shall be composed of at least six (6) members.

2. Term of Office. The maximum term of office shall be three (3) years. Each year one-third of the members shall end their term of office. A member shall be eligible for an additional term if his previous term was less than two (2) years or if he has been inactive for one (1) year.

3. Qualifications. Individuals chosen to hold the office of trustees shall have been a member of this church for at least one (1) year, shall be a tither, and shall be active in at least two (2) phases of the church program.

4. Duties. It shall be the duty of the Board of Trustees to act as the legal custodians of the property of the church and to take all necessary measures for its protection, maintenance, and management. The Trustees shall have the duty to recommend to the church the purchase and sale of real property and the creation of debts and obligations binding upon the church. The Trustees shall have majority vote approval of the church members at a regular service after proper notice before executing the recommendation taken to the church. Proper notice of proposed church action shall be given seven (7) days prior to the date of the meeting, stating the purpose, time, and place for said meeting to consider the recommendation of the Board of Trustees. Such notice shall be read once at each of two (2) regularly scheduled church services.

5. Officers. The Trustees shall elect from their membership a President, Vice President, and Secretary. These officers must then be confirmed, these Trustee officers shall also assume the responsibilities of Corporate Officers according to Article II, Section I.

Section 3. Deacons

A. Qualifications. A deacon or candidate for a deacon shall be a man who qualifies for the office of deacon according to the New Testament scriptures of Acts 6;3, I Timothy 3:8-13. He shall have been elected to service by this church and ordained by this church or another church of like faith and order. He shall be a tither and shall have been an active member of this church for at least one (1) year prior to the election. Unless providentially hindered shall attend worship services and deacon meetings regularly.

B. Selection.

1. Annual Selection. The church shall elect the appropriate number of deacons annually to replace the one-third (1/3) which will rotate from active service and, if possible, provide the desired number.

2. Nomination. Nomination shall be completed by the first Sunday of August. Each church member thirteen (13) years old or older shall have the privilege of nominating the men to fill the vacancies. At nomination time the church membership shall be notified by letter stating the names of deacons rotating off the committee, names of the remaining deacons, the number of vacancies, and the eligible inactive

deacons. Church members shall nominate any man in the church they feel is qualified either inactive-ordained or unordained men. The active deacon body and the pastor shall determine the nominee's qualifications and their willingness to serve.

3. Election. The election of deacons should take place not later than the first Sunday in September. Secret ballots may be cast by those active church members thirteen (13) years old and older. Eligible voters may cast a vote for no more men than the number of deacons to be elected. Those receiving a vote of two-thirds (2/3) or more of the ballots cast may be elected to active service or set aside for ordination. In the event that more men that are required receive votes by more than two-thirds (2/3) of the ballots, the men receiving the largest number of votes shall be deemed elected. The active deacon body shall count the votes.

4. Ordination. Previously unordained members elected to the Office of Deacon shall serve for one (1) year prior to being ordained. This delayed ordination shall serve both the new deacon and the church membership as a trial period during which the deacon's qualifications and willingness to serve are reaffirmed. During this one (1) year trial period, the deacon shall have all the duties, responsibilities, and authorities of an ordained deacon except that they shall not hold office within the deacon body.

5. Number. The active body of deacons shall seek to maintain a minimum of fifteen (15) deacons for the first five hundred (500) resident members. Provided that qualified and willing men can be found in the church, the number shall be increased at a rate of three (3) deacons to every one hundred (100) resident members of the church according to the annual church letter to the association.

6. Duties. The deacons shall, with the Senior Pastor, assist the Pastoral Staff in the overseeing of the spiritual unity, ministry support and growth of the church. They shall serve as a council of advice and conference with the Pastoral Staff in all matters relating to the progress of the church, development of Christians and the extension and growth of the Kingdom of God. In council with the Pastoral Staff, they shall have oversight in the discipline of the church, in the administrations of which they are to be guided always by the principles set forth in Matthew

18:1517; I Corinthians 5: 9-13; I Thessalonians 5:12-14. In a period when the church is without a Senior Pastor or Associate Pastors, unless the church shall provide a Pulpit Committee, the deacons shall arrange for an interim pastor or a temporary program for the church.

7. Period of Service. Deacons shall be elected to serve three (3) year terms, except one (1) and two (2) year terms to complete a term which was vacated. One-third (1/3) of the total number of active deacons shall rotate off active service annually. No deacon shall, after serving for three (3) consecutive years, be eligible to serve until he has been off active service for one (1) year.

C. Selection

1. Vacancies. Vacancies on the active committee shall be filled as soon as possible by election in the same manner as the annual deacon election or by church approval of an inactive deacon who has previously served in this church and is eligible for service.

Section 4. Staff Officers

It is expected that all staff officers will manifest a spirit of cooperation one with another in discharging their individual duties and responsibilities. They shall be unbiased and unprejudiced in supporting the church program. All staff officers shall be expected to follow the denominational program, unless the church specifies otherwise.

A. Pastor

1. Selection. When the church becomes pastorless, a Pulpit Committee of five members shall be nominated by the deacons and presented to the church. Church staff personnel and members of their immediate family shall not be eligible to serve on this committee. The Pulpit Committee shall be limited to seven (7) members. In the event additional nominations are made from the floor, election of the committee shall be made by ballot. The deacons shall be responsible for supplying the pulpit with acceptable men or recommend the selection of an Interim Pastor until a Pulpit Committee is formed.

The Pulpit Committee shall recommend the nominee for Pastor, considering only one (1) man at a time. A meeting of the church for the purpose of calling a Pastor must have

at least one (1) week's public notice prior to the vote of three-fourths (3/4) majority of the active members thirteen (13) years old or older present and voting shall be necessary to carry such elections. When so elected, the Pastor shall hold office at the pleasure of the church, or until his resignation.

2. Duties. It shall be the duty of the Pastor to conduct the public worship services and preach at the appointed time and regular place of worship; to invite speakers for pulpit supply when necessary; to act as moderator; to serve as Chairman of Church Council; to administer the ordinances; to always be ready to assist with his counsel, in both temporal and spiritual welfare of the church; to have special watch-care over all church functions; to have a kindly interest in the work of the Kingdom; and to perform the various other duties pertaining to his office as set forth in the Word of God. He shall serve as ex-officio member of all committees of the church. His office and place of leadership should be respected and honored at all times.

He shall be church staff supervisor. It shall be his responsibility to lead the church and direct in the coordination of its program. Should any questions arise relative to the routine responsibilities or privileges of the regular staff employees of the church, they shall be referred to the Pastor for decisions.

3. Termination. In the event consideration shall be given to the termination of the Pastor's services, it shall be brought to the attention of the Personnel Committee. This Committee shall consider and review all available information and present its recommendations, if any, to the deacons. Recommendation for the termination of the service of the Pastor shall be considered and approved by the deacons before presentation to the church. The Pastor shall give at least two (2) weeks notice of resignation prior to the termination of his services. A two-thirds (2/3) majority vote by secret ballot of the active members thirteen (13) years old and older present and voting shall be required to terminate this relationship. The church shall give a thirty- (30) day written notice of termination. The pastoral relationship may be officially terminated at any time prior to the end of thirty (30) days provided sufficient severance pay is given to compensate for a total of thirty (30) days salary and benefits less car allowance from the date of church action. Any church-owned residence

occupied by the Pastor shall be vacated within sixty (60) days after notice of termination.

B. Worship Pastor

C. Associate Pastor, Youth

D. All Other Church-called Paid Personnel

1. Determined Need. In the event that the program of the church should indicate the need for additional staff personnel, it shall be the responsibility of the Personnel Committee to make a study of the situation.

2. Selection. In the event of a need for additional staff, or the filling of a vacancy in the staff, the Personnel Committee, in cooperation with the Pastor, shall make recommendations to the church. A two-thirds (2/3) majority vote of those active church members thirteen (13) years old and older present and voting shall be necessary to carry such an election.

3. Termination. In case a staff member wishes to resign, he shall submit his written resignation to the Pastor or Chairman of the Personnel Committee at least two (2) weeks before termination of services. In the event of alleged inefficiency, incompetence, insubordination, or any other reason constituting a cause for dismissal, the employee, together with the Pastor, shall appear before the Personnel Committee. If, after making a study of the problem, the Personnel Committee deems it is advisable, it shall report its findings along with a recommendation to the deacons. The deacons shall consider the findings and recommendations of the Personnel Committee and shall make recommendations to the church for final disposition. A two-thirds (2/3)-majority vote of active members thirteen (13) years old or older, present and voting in favor of termination shall be required to terminate a staff member. Notification shall be made to the terminated staff member in writing thirty (30) days prior to termination date.

4. Duties. The duties of the church-called paid personnel shall be defined by the Pastor and the Personnel Committee.

# ARTICLE III – COMMITTEES (rev 11/8/26)

Hazelwood Baptist Church is a local church that is bound together with a covenant that calls us to mutual commitments of Biblical fellowship, integrity, stewardship, and discipleship. Our Committees (both Core and Ad hoc) and Ministry Teams offer a means to achieve these spiritual commitments together.

1. Committees

   a. Core Committees are necessary to the basic functioning of the church. Core Committees at HBC are Personnel, Finance, Missions, Trustees, and Nominating, with the duties of each listed under separate headings. Core Committees are standing committees and will share a common structure unless otherwise specified. Motions brought to the church by core committees will not require a second before discussion and voting.

      The Nominating Committee will nominate new committee members to the church for approval at the July Business Meeting. The structure of a core committee will be six members. The term of service will be three years, staggered with two members rotating off each year and two new members coming in. Core committee members shall serve from September 1 through August 31 unless otherwise noted.

      A quorum for core committees shall include four members of the committee. Each core committee will elect their own chairperson, vice-chairperson, and secretary. Ex-officio members do not count toward the quorum, nor can they hold an office. Minutes of each meeting are to be kept and maintained by the secretary and transferred to each new secretary for continuity.

   b. Ad hoc (or select) committees are special committees, appointed for a specific purpose and until the duty assigned by the church is accomplished, it continues to exist. It may elect its own leaders, or leadership may be designated when the church votes to create the committee. The number of members should be at least three with no limit other than what is efficient to its operation. A quorum for ad hoc committees shall be a simple majority. Motions brought to the church by ad hoc committees will not require a second before discussion and voting. Minutes should be kept.

   c. All committee meetings shall be open to observation by membership except when church discipline is involved or confidential personnel information is being discussed.

2. Ministry Teams

   a. Ministry Teams are vital to meeting both the goals laid out in the covenant and the needs of the church body and community. Ministry Teams are not considered Core Committees, therefore they may be added, utilized, or idled as needs are determined by Core Committees and/or Ministry Staff.

b. Ministry Team leadership will be affirmed by the church in the July Business Meeting. Team leaders should confirm the team's membership and report those names to the church office. Motions brought by Ministry Teams will require a second before discussion and voting.

Section 1. Nominating Committee

A. The Nominating Committee shall submit nominees for vacancies in the Core Committees, Treasurer, and Church Clerk positions. The choosing of all nominees should be done with much prayer and careful deliberation. Nominations shall be brought to the church for approval at the July business meeting. Approved nominees will begin serving on September 1.

B. Should a vacancy in the Core Committees, Treasurer, or Church Clerk positions occur prior to August 31, the Nominating Committee shall submit a nominee to fill this position at the next regular or special-called business meeting.

C. Nominees shall have been active members of this church for at least one year prior to nomination. All nominees shall be contacted prior to presenting their names to the church to ascertain their willingness to serve.

Section 2. Trustee Committee

The duties of the Trustee Committee include:

A. Oversight of the entire property of the church. This includes taking all necessary measures for its purchases, protection, maintenance, and management.

1. **Purchases**. Develop plans and budgets for equipment purchases (new and replacement) and upgrades/updates, as well as rentals/leases (see #2).

2. **Protection**. Ensure that all equipment, facilities (including contents), and vehicles are insured properly and adequately. They are also responsible for the physical security of the facilities.

3. **Maintenance**. Develop plans and schedules to maintain equipment and vehicles. Engage service companies and warranty programs to keep all property in a usable state: repaired, maintained, upgraded, or replaced.

4. **Management**. Oversee the development and maintenance of plans, policies, and guidelines for facility, equipment, and vehicle usage.

B. Contractual/Legal/Sale representation.

1. Any contract, agreement, or other binding obligation that will exceed the threshold of a line item in the budget or whose term will exceed one year must be reviewed by the Trustee Committee prior to execution. When either of these conditions are exceeded, the Trustee chairperson shall sign for the church. The vice-chairperson may then sign if needed. In the event that either or both officers are unavailable for a time sensitive issue, the Trustee Committee secretary may sign once a majority of the committee members are contacted and agree.

2. The Trustee Committee will be responsible for research and/or verification, and presentation to the membership of any recommendation for the purchase or sale of real property and/or any creation of debt or obligation that is binding upon the church.

3. The Trustee Committee members shall elect their own chairperson, vice-chairperson, and secretary. Once presented to the church for confirmation, these elected positions will serve as Corporate Officers according to Article II, Section I. The chairperson, vice-chairperson and secretary serves as corporate President, Vice-president, and Secretary, respectively.

4. Trustee Committee President will serve as a member of the HBC Board of Directors.

5. The Trustees will recommend a member of the church, or outside person or agency to act as the Registered Agent for HBC as required and listed with the State of Missouri. This party shall be affirmed by the church in a business meeting.

Section 3. Finance Committee

The duties of the Finance Committee include:

A. Oversee cash flow with monthly updating, using suitable accepted practices to project future cash flows, and inform the church of any surpluses or deficits.

B. Approve and oversee bookkeeping, accounting, reporting procedures, as well as the Finance Policies and Procedures document.

C. Oversee check signers and money counting team as defined by Finance Policies and Procedures. Nomination of team members, team structure, as well as money counting policies and procedures shall require approval by a church vote.

D. Facilitate all audits of financial records as called for by the church

E. Prepare and publish a proposed Annual Church Budget for the coming fiscal year. The fiscal year shall begin January 1 and end December 31 of each year. The proposed budget shall be published and made available for the church at large no later than the first Sunday in November.

F. Assist church leadership in developing recommendations to the church membership for surpluses and deficits that exceed 1% of the annual budget.

G. Authorize budget reallocations (movement of money from one budget account to another) as proposed by budget managers. Any reallocations that exceed 0.5% of the annual church budget shall be brought to church membership for approval.

H. Any expenses that are outside the budget and not accounted for in a designated account shall be brought to the Finance Committee for approval and the church will be informed at the next business meeting. Any of these expenses that exceed 0.5% of the annual church budget shall be brought to church membership for approval.

Section 4. Personnel Committee

The Personnel Committee shall:

A. Exemplify the undergirding principles of Christian understanding, love, and devotion.

B. Assist the Pastor in matters relating to the administration and management of paid personnel.

C. Recommend the starting salaries of the church employees, other than the Pastor. (The starting salary for the Pastor shall be recommended by the Pastor Search Committee.) Prior to adoption of the annual budget, the Personnel Committee shall review and recommend salaries of the Pastor and all other employees.

D. Be responsible for the position responsibilities of each staff member with the exception of the Pastor. These job descriptions should be reviewed and amended as needed.

E. Be responsible for updating and maintaining the Employee Handbook. The Employee Handbook shall be approved by church vote.

F. Hear personnel grievances and mediate as needed.

Section 5. Missions Committee

The Missions Committee shall:

A. Seek, prioritize, and lead outward-focused missional opportunities locally and globally.

B. Promote and facilitate the equipping of the church for the purpose of growing the Kingdom of God by sharing the Gospel in word and action.

C. Recommend the annual budget allotment for mission efforts as well as contributions to the Missouri Baptist Convention and local association.

D. Publish a plan at the November business meeting which outlines how mission funds will be disbursed in the coming year.

E. Oversee and manage designated mission funds.

ARTICLE IV – MEETINGS (rev 7/13/25)

Section I. Worship

A. The church's standard practice shall be to worship on Sunday.

B. Wednesday night shall be designed for Bible study and prayer.

C. The worship, praise, prayer, and study times may be cancelled by vote of the church or by the Pastor in the event of unusual circumstances.

D. The Lord's Supper shall be observed at least once each quarter. At least once a year preceding this observance, the church covenant shall be read publicly.

Section 2. Business

A. Regular business meetings shall be held on the second Sunday of March, July, and November unless changed by a vote of the church. These meetings will be open for the entire membership of the church. Any member can be heard from at any business meeting.

B. The Senior Pastor shall preside at all business meetings of the church. In his absence, the senior Associate Pastor (in seniority) shall be moderator with other Pastors to follow. In the absence of all Pastors, the Chairman of the Deacons shall be moderator. In absence of both, the Church Clerk shall call the meeting to order, and a moderator pro-tem shall be elected.

C. At any regular meeting for worship, the church may, without notice, act upon the appointment of delegates to councils, conventions, or seminars. No other business may be conducted during regular worship services except by prior public announcements.

D. Special business meetings may be called by the Senior Pastor, Associate Pastors, or Chairman of Deacons, to handle any pertinent matters specified in the announcements, provided three previous public announcements have been made. The first announcement shall be made no later than 14 days prior to the meeting.

E. Robert's Rules of Order (revised) shall be the final authority in conduct of all meetings; only members of the active church roll may act and vote in the transactions of the church.

F. Ten percent of the active members shall constitute a quorum. The call or dismissal of those on an indefinite call shall require a twenty-five percent quorum.

# ARTICLE VI – CHURCH COUNCIL

Section 1. Members

The Church Council shall be composed of the following:

A. Pastor (Chairman)

B. Church Clerk

C. Treasurer

D. Sunday School Director and Division Leaders

E. Training Union Director

F. Education and/or Youth Director

G. Music Director

H. Deacon Chairman

I. President of the Baptist Men

J. Director of Baptist Women

K. President of the Youth Council

L. Media Center Director

M. Church Social Fellowship Director

Section 2. Purpose

The purpose of the Church Council shall be:

A. To coordinate activities of the church.

B. To formulate and recommend to the congregation suggested church objectives and goals.

C. To develop and recommend to the congregation strategies for reaching church goals.

D. To review and report as appropriate to the congregation the use of resources in terms of the needs of the church programs as they work toward the objectives and goals.

E. To evaluate program achievements in terms of church objectives and goals and report evaluation of the church.

Section 3. Meetings

Church Council meetings shall be held quarterly or at the call of the Pastor. When members of the Church Council are unable to attend, alternate representatives from their organizations should be assigned to attend.

Section 4. Authority

A. Matters agreed upon by the Church Council shall be approved by the church.

B. The Church Council acts in an advisory capacity only.

## ARTICLE VII – AMENDMENTS (rev 7/13/25)

The by-laws may be changed by a two-thirds (2/3) vote of the active members present and voting at any regular business meeting of the church or at a meeting specifically called for that purpose. The proposed changes shall be announced three times publicly. The first announcement shall be made no later than 14 days prior to the meeting."